BRAC

RELO Manager

Babenhausen Closure

- Sub-community of USAG Darmstadt
- Was home to HHB 41st FA Bde, 1/27 FA, D & E Btry 5/7 ADA, 77th Maint, 71st Ord, Health and Dental, etc.
- Unit inactivation – largest unit first
- Mass briefings for out-processing procedures
- Mass production of SITES files

Multi-Cultural Issues

- Lack of concurrent travel orders
- Immigration
- Housing on-post while awaiting travel orders and/or visa’s
- Coordinate with Consulate for priority services

Service Providers Prep

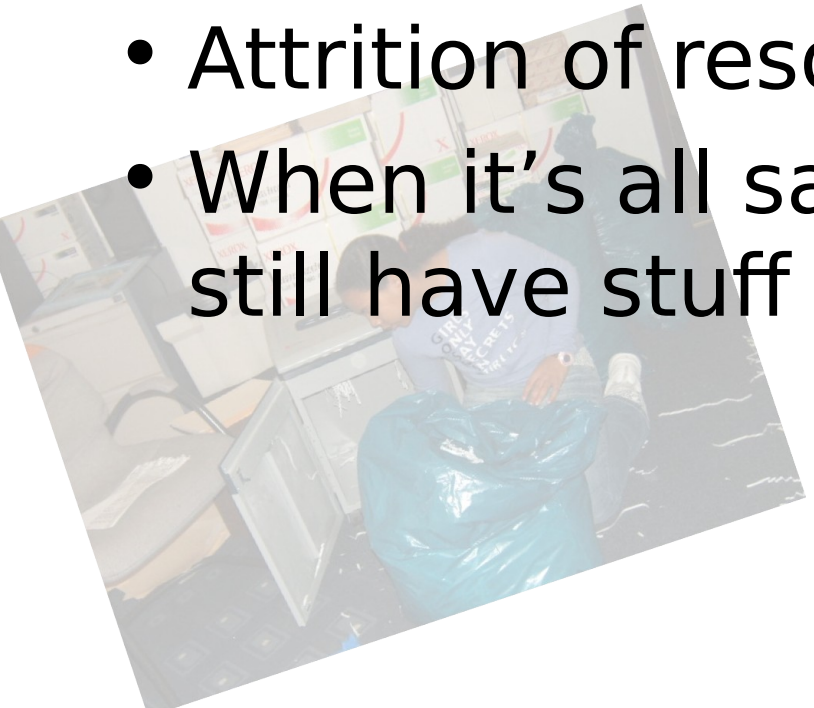
- Pre-print SITES for most frequently requested locations – on hand in ACS
- Pre-stage Pertinent relocation information at mass briefings (timed checklists, pet relocation, shipping 2nd vehicle, etc.)
- Aggressively market PCS for 1st Term Soldiers with open invitation to all others
- Lending Closet Kits

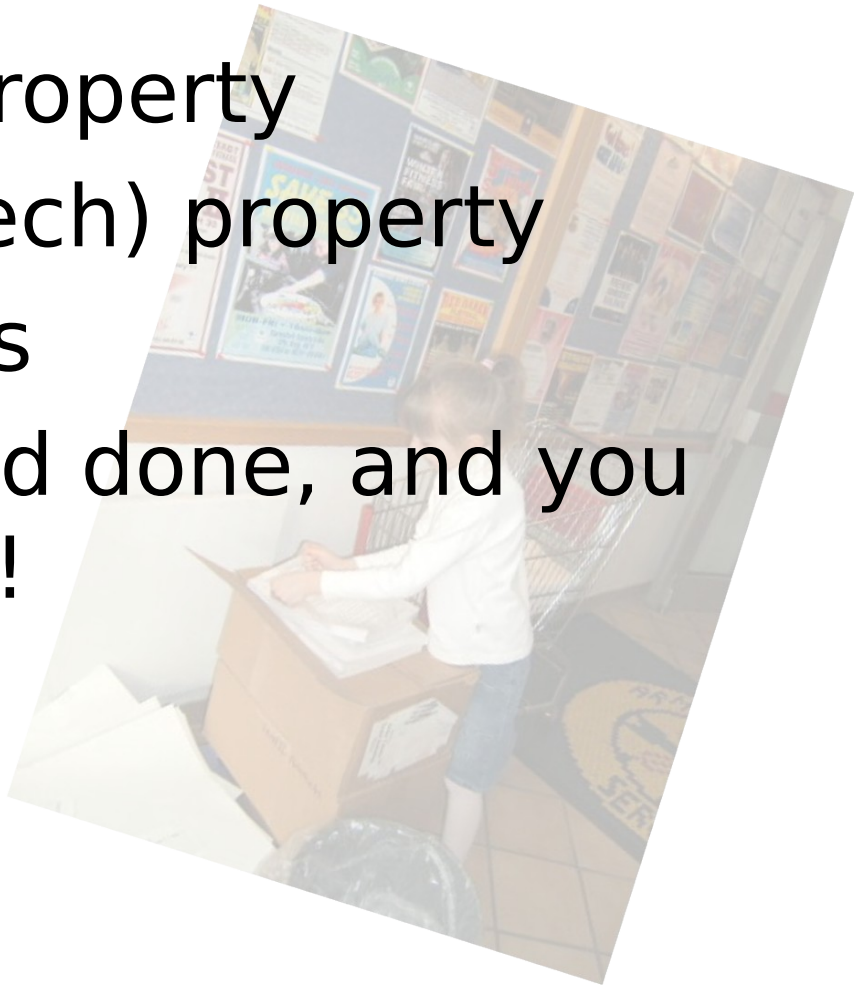
Lessons Learned from BAB

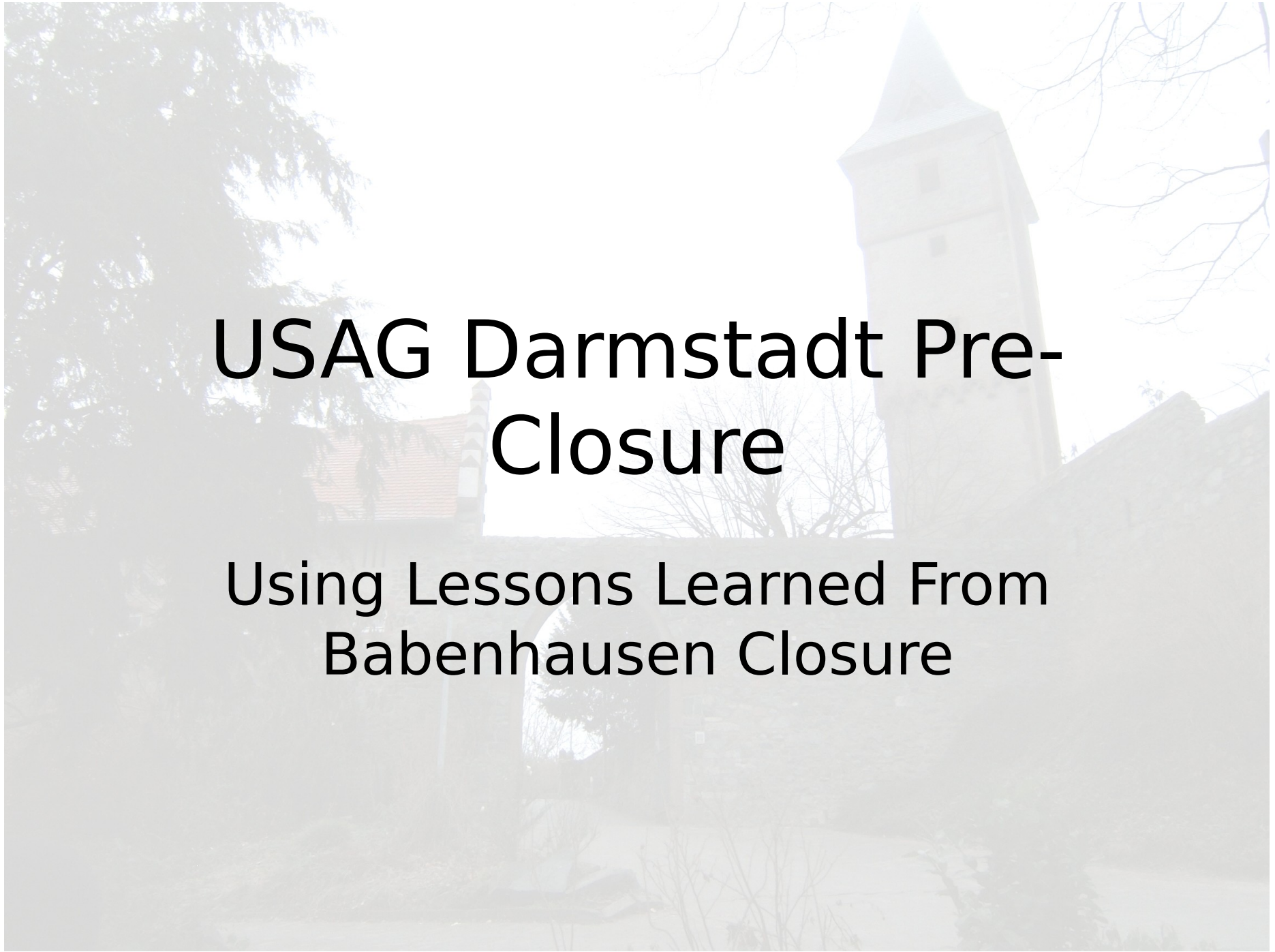
- Mass briefings more effective with handouts
- Mass production of SITES very effective with minimal waste - produced once a week
- Establish good relationship with orders clerk
- Work closely with Chief of Housing – re: delayed PCS
- Pre-departure services - better attended when coupled with physical tour
- Overestimated how many would use the Lending Closet
- Use MOS often

Non-service business

- Clearing out the ACS
- Furniture and NAF property
- Automation (MIS / Tech) property
- Attrition of resources
- When it’s all said and done, and you still have stuff there!







USAG Darmstadt Pre-Closure

Using Lessons Learned From Babenhausen Closure

USAG Darmstadt Pre-Closure

- Provided carry bags to keep all PCS related info in one place
- Pre-print/burn common MI/PMM files
- Handed out MI/PMM request sheets during out-processing / LEVY briefings
- Stressed Multi-cultural PCS issues to Chain of Command / Concern one year out
- Thinned out lending closet by transferring kits to other installations

Darmstadt pre-closure

- Reduce class sessions as Soldiers depart
- Most class participation will come to abrupt halt – but they still need the info
- Offer to go to them – many Soldiers have to look for things to do toward the end
- Work with PAO and marketing to get the word out about potentially reduced service
- Work with nearby ACS to cover gaps

Questions?

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